

**NOTIFICATION TO COUNTY MAYOR OF COMMITTEE MEETING BY MEMBERS  
OF MAURY COUNTY COMMISSION**

The Budget Committee met on Tuesday, February 10, 2015 at 4:30 p.m., in the Maury County Tom Primm County Commission Room with the following Committee Members present:

CRAIG HARRIS, STEWART PARKER, SONNY SHACKELFORD, SUE STEPHENSON,  
MIKE KUZAWINSKI AND DONNA COOK

OTHERS PRESENT: Gerald Adkison, Ronnie Attkisson, Talvin Barner, Davis Burkhalter, Gwynne Evans, Michael Fulbright, Don Morrow, Terry Potts, Eric Previti, William (Tot) Roddy, Ricky Sims, Gary Stovall, Scott Sumners, Debbie Turner, Linda Whiteside, Tommy Wolaver, Theresa Weber, Buddy Harlan, Daniel Murphy, and Media.

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**MINUTES OF MEETING**

- I. CALL TO ORDER:**  
Chairman Harris called the meeting to order and took roll call with all Budget Committee members present.
- II. OPENING PRAYER:**  
Commissioner Shackelford offered the opening prayer.
- III. REVIEW & APPROVAL OF MEETING AGENDA:**  
Commissioner Parker made a motion to approve the agenda. Seconded by Commissioner Stephenson. Chairman Harris stated under New Business Solid Waste Disposal, that Purchasing Agent Buddy Harlan has asked to include that with his presentation of Purchasing. Chairman Harris stated he is recommending to move New Business Item P under the Purchasing reports. There were no lights. All in favor. Motion Approved.
- IV. REVIEW & APPROVAL OF MINUTES FROM PREVIOUS MEETING(S):**  
Regular called Budget Committee Meeting January 13, 2015. Commissioner Stephenson made a Motion to approve. Seconded by Commissioner Shackelford. All in favor. Motion Approved.
- V. ELECTION OF CHAIRMAN AND VICE CHAIR:**  
Chairman Harris turned the meeting over to Commissioner Shackelford. Commissioner Shackelford opened the floor for nominations for Chairman of the Budget Committee. Commissioner Cook nominated Chairman Harris for Chairman of the Budget Committee. There were no additional nominations. Commissioner Parker made a motion for nominations to cease. Commissioner Stephenson seconded the motion. Commissioner Shackelford called for the vote to elect Commissioner Harris by acclamation due to no other nominations being presented. Vote to elect Commissioner Harris passed 6-0. Chairman Harris opened the floor for Vice-Chairman of the Budget Committee. Commissioner Parker nominated Commissioner Shackelford for Vice-Chairman of the Budget Committee and seconded by Commissioner Kuzawinski. There were no further nominations. Commissioner Cook made a motion for

nominations to cease and seconded by Commissioner Stephenson. Chairman Harris called for vote to elect Commissioner Shackelford as Vice-Chairman of the budget committee by acclamation due to no other nominations being presented. Vote to elect Commissioner Shackelford passed 6-0.

**VI. COUNTY MAYOR REPORT:** County Mayor Norman reported he did not have a report.

**VII. FINANCIAL REPORTS;**

**A. Investment Report-** Budget Director Weber submitted the Investment Report and asked if there were any questions. (See Attached)

Director Weber reported the Investment Report is on page 18 of the packet. She stated the report showed that the Year to Date Interest is \$206,925.36. She reported that amount is broken down between the interest that is earned on CD's, interest on the checking account and the QSCB. There were no lights.

**B. Sales Tax Report-**Budget Director Weber submitted the Sales Tax Report (See Attached) Director Weber reported on the Sales Tax that gave the months of December and November. Director Weber reported the report is basically the same. The County is actually up \$10,183.00 compared to last year. Director Weber stated she wanted to point out that in January of last year the County received \$141,940.00 that the County will not receive that amount of money this year. Director Weber stated businesses that had not turned in their sales tax reports, the State of Tennessee did an audit on those particular businesses and the County received extra money. Chairman Harris stated that Year to Date it looks like the County is up about \$377,308.00 looking at 2013/2014 to 2014/2015. Director Weber stated that July through December of 2013/2014 is \$147,905.00. The County is currently up to \$158,088.00. The County is up \$10,183.00 of July through December of each year comparison. Director Weber stated she added up July through December. Chairman Harris stated he was looking at the General Purpose for the School Fund and the money that is allocated there. Chairman Harris stated if you add up the Schools numbers from July 1 through December that amount is up about \$378,000.00 from previous years. Chairman Harris asked Director Weber does she expect to come up \$500,000.00 or more over the previous year. Director Weber stated she does not work with the schools on their revenue. Chairman Harris stated it looks like the schools are going to have an overall increase from their funding from Sales Tax Collections. Director Weber stated looking at it they are at 53.4% in December. Director Weber stated she feels they would go over what the County originally thought. Commissioner Burkhalter stated one thing that needs to be looked at, is last January on the Schools General purpose side and the County's General Fund the County got a big increase and the County will not get that again this year on either one of those. Commissioner Burkhalter stated that money was just an anomaly and the County will not receive the same amount of money. Commissioner Burkhalter stated that Sales Tax needs to be looked at month over month. Commissioner Burkhalter stated Maury County has increased in Sales Tax. There were no lights.

C. 2014-2015 Revenue & Expense Report- Budget Director Weber submitted the Revenue & Expense Report. (See Attached) Director Weber stated she had an announcement to make before she goes into the 2014-2015 Revenue & Expense Report. Director Weber stated that Audit Findings were a concern and Maury County had an unmodified report, which means that is the best audit the county can get. It means that the auditors did not have to make any material modifications to get the County's books in order. Director Weber stated that she did address all the audit findings, so she just wanted everyone to know they did not get to the auditors the way they were supposed to. Director Weber wanted to let the commission know that the Budget Department has made corrective actions and they are in place so audit findings do not happen again. The second announcement is Director Weber told the commission she received a letter from the IRS and the IRS is going to abate the Counties penalties. Director Weber stated the County would be getting back \$15,000.00 from the IRS. Director Weber reported the 101 fund is on page 22. Director Weber reported that Doug Lukonen did some research by contacting the Tennessee Department of Revenue. Director Weber reported the reasons why the business taxes account 40270 has decreased. The State of Tennessee's business taxes are down 25% at this time for similar reasons. The State made some legislative changes, and the business tax returns that were due are now due between the end of the company's fiscal year and 4 and ½ months after. The State is expecting April and May to now be the bigger months in which they collect business taxes, because most large business tax payers have a fiscal year end date of 1/31. The State of Tennessee has also changed a requirement. The old requirement limit of revenue was \$3,000.00 or more you have to fill out the return. Now, businesses with \$10,000.00 revenue or more have to fill out the return. Commissioner Stephenson asked if the committee could get a copy of the letter from the IRS and get some kind of written report on the corrective actions that were taken on the audit findings. Director Weber stated that information is typed up and she would send that information to Commissioner Stephenson. Commissioner Cook would like any correspondence with the auditors or with the findings with the Audit Committee to keep the Budget Committee informed. County Attorney Daniel Murphy stated his recommendation is if the Committee wants that information to pass that and make it as a rule. Attorney Murphy stated to be very specific on what the Budget Committee wants. Chairman Harris stated he wanted to stick to the agenda and he respected and understood what Attorney Murphy was saying and he would like to save that for another topic for an agenda particularly after the commission gets through the first round of audit committee. Chairman Harris stated he was sure Director Weber understands the communication effort. Director Weber moved on to account 43370, the telephone commissions. Director Weber stated she talked with Nathan Johns at the Sheriff's Department and it has to do with getting a commission for the inmate telephone calls. Director Weber reported it appears the State now receives a portion of that money to go to Tennessee Correction Institute (TCI) and he believes that is between 10 and 25 cents and that is why those telephone commissions are lower. The next account is 43381 the Tourism Fees. Director Weber stated last year the County had gotten some reimbursements for some ads. Director Weber stated they just sent out the invoice so the County should be getting it by the end of this month, which will be an additional \$8,000.00. Director Weber stated if she brings the \$8,000.00 in it will bring the County to where it would be last year. Account 44514 Revenues from Joint Ventures, this is the

reimbursement the County gets from the City of Columbia for the Animal Shelter. Director Weber stated the County just received the money for the second quarter in February. That amount was \$51,071.66 which if it was included in the January numbers it would bring it up to over \$94,000.00. Account 46190, Director Weber will check on this account and get back to the committee with that information. Account 47235 the Homeland Security Grant. Director Weber stated she checked on the EOSS building and stated she had checked with Pat Woodmansee on when the third pay request was turned in to the State. The State of Tennessee lost it so they are requiring her to redo all the worksheets for reimbursements using the 3<sup>rd</sup> and the 4<sup>th</sup> quarter. Director Weber stated that amount should be around \$591,000.00 coming in for the 3<sup>rd</sup> and 4<sup>th</sup> payments. Chairman Harris asked Budget Director Weber if she had a feel because he felt concerned about some of the discrepancies in revenues from last year to this year and what was budgeted and he stated he focused on if the County has a 10% discrepancy over last year. Chairman Harris stated that raises a flag to ask a question to compare that amount to what was budgeted and if the County is falling behind or over when it is put in the budget for \$1,493,000.00 in revenues and the money doesn't come through. Director Weber stated the amount \$1,493,000.00 started out at \$1,500,000.00 last year and the County did receive some money and the amount \$1,493,000.00 was what the remaining of the grant money was supposed to be. Director Weber stated this is a reimbursable and part of it is matching and Director Weber stated she would get with Pat Woodmansee and get a little more detail. Commissioner Shackelford asked on the EOSS that it looks like that building is almost complete and it appears the State has not reimbursed the County. Commissioner Shackelford asked how many payments behind is the State and has the contractor been paid? Director Weber stated the County pays up front and then the State reimburses the County. Commissioner Shackelford asked Director Weber if the contractor had been paid. Director Weber stated the contractor was paid on a percentage of completion. Commissioner Burkhalter stated he feels the State is dragging their feet and he agrees with Commissioner Shackelford the County should have been receiving money all along. Director Weber stated you can only send invoices after 30 days, so you can't send one this week and one the next week. Commissioner Sims asked Director Weber if he understood correctly that Emergency Management processes the paperwork and it flows through the Budget Office. Director Weber replied yes. Commissioner Sims asked does the Budget office have any oversight of the invoice that goes to the state. Director Weber stated the Budget Office has a grant person and that grant person works with Pat Woodmansee and the Budget office maintains financial information on every grant. Director Weber stated when an invoice comes from the contractor that invoice does come through her office. Director Weber stated it does have to be signed off on by her to get paid. Director Weber stated she talks with the grant accountant and makes sure what people are wanting to get paid for, so that the County knows how much they will be receiving. Emergency Management writes up the grant request and Pat Woodmansee maintains all the expenditures that need to get paid. She keeps track of our portion that the County has to do for the match. Director Sims asked does all the responsibility fall on the Budget Office and Director Weber responded no. Commissioner Stephenson would like the total amount for the grant. Director Weber stated she believed the amount around \$1,500,000.00 and she wasn't sure on the exact figure but she could get her that amount. Director Weber stated

she would get that amount and all of the figures laid out in the contract. Attorney Murphy stated the County did approve a resolution for this project. Commissioner Stephenson stated she was trying to understand where each department is sending paperwork to. Commissioner Stephenson stated she understood this was federal money administered through the state. Commissioner Cook asked Director Weber if the contractors were getting paid. Director Weber replied yes. Commissioner Cook asked how much money is the County waiting on and asked Director Weber if she had an estimate. Director Weber stated she would find out the answer once she gets with Pat Woodmansee. Commissioner Cook asked could she put that as Old Business for next month. Director Weber replied yes. There were no lights. Chairman Harris moved on to expense items on page 24. Director Weber stated on account 51500, the Election Commission is up quite a bit. Director Weber stated that is because of the August and November elections that we had this past year. Chairman Harris stated on page 32 of the packet in conjunction with this report it will show the percentage used. The accounting department 52100, and Director Weber stated she had to get some new furniture because they have a new employee this year that was approved and Director Weber stated she is watching their numbers. Account 52500 the County Clerk's office, Director Weber stated it looks like it is up but the reason is because they are under the County payroll now. Director Weber stated they turn over the funds monthly now instead of maintaining three months of payroll. Director Weber moved on to 55900. Director Weber stated she wanted to show that there is \$12.00 in that account and that is from getting a deed registered for one of the THDA homes where they do a \$500,000.00 grant. Director Weber moved on to 56700, the Parks and Fair Boards, the reason that account looks up is because of Kids Kingdom. The 58500 account Contributions to Other Agencies, Director Weber stated those are donations and it is a timing issue and the way it is paid out. The account 91130 is the Bear Creek Fire Station where the appraisals are being paid. Chairman Harris brought up the District Attorney General, account 53600. Chairman Harris stated the County was at \$75,620.00 last year and we've already spent \$120,000.00 and they were only budgeted \$121,200.00 Director Weber stated if you turn to page 32 of the packet, the actual amount that has been spent is \$57,890.00. Director Weber stated there are open PO's and that's why it appears that way because they open PO's for the whole year. Commissioner Sumners asked Director about account 54210, The Jail account. Commissioner Sumners stated the report is showing almost 70% spent and if it is projected out for the next 12 months you are looking at an \$800,000.00 deficit. Director Weber stated she will check this out and she would put this under old business for the next budget committee meeting. Director Weber stated Doug Lukonen had reminded her there are open PO's for the jail. Director Weber stated she would check on it. Commissioner Cook asked about the payroll money coming back into the budget department. Director Weber stated the Budget Department has always prepared the payroll for the actual checks. Director Weber stated they would maintain three months' worth of cash to make their payroll, which the budget office would give them an invoice and they would pay the Budget Department because of W2's and they are County employees. Director Weber stated they no longer do that. The Clerk's office now gives the County the money and their payroll checks are written. Commissioner Cook asked about the Trustee's Office and Director Weber stated as far as she knew he had always been on the County Payroll. Commissioner Kuzawinski asked about account



52600, Data Processing. Director Weber stated a couple of budget amendments were done so that IT could get the new telephone system. That was in addition to the regular budget and the other budget amendment was for the voice over IP equipment. The other account Commissioner Kuzawinski had a questions about was 54490, Other Emergency Management. Commissioner Kuzawinski stated it looked like the expenses were down quite a bit. Director Weber stated she would check on that. Commissioner Kuzawinski asked if the Sheriff would like to expound on the jail as far as PO's. Sheriff Rowland explained the majority of those expenses are medical expenses. Sheriff Rowland explained this year the Jail has had unforeseen medical needs. Director Weber stated as of this report in January the jail's actual cash paid out is \$2,927,249.38. Director Weber stated this does not include the open PO's. Director Weber stated in reality they are down from last year. Commissioner Sumners asked Director Weber if she knew what the open PO's were for. Director Weber stated it could be for anything from janitorial etc. Purchasing Agent Buddy Harlan stated the open PO's could be open until the money is spent. Purchasing Agent Buddy Harlan stated the money for inmate food is horrendous. Purchasing Agent Buddy Harlan stated a PO a department will use a lot, is easier from the County standpoint to have an open PO that a department can use until the PO is expired. There were no lights. The Drug Control, the 122 fund on page 25, Director Weber pointed out the 125 account, 42910 Proceeds from Confiscated Property, and Director Weber stated it appears to be down quite a bit. Director Weber stated she had talked to Purchasing Agent Buddy Harlan and found out they would be doing a big GOV deals in May. The asset forfeiture fund is up because of an equity sharing where the County gets refunded. Commissioner Cook stated the State Attorney General is moving toward eliminating a lot of asset forfeiture funds. Commissioner Cook stated asset forfeiture may go down. There were no lights. The 125 fund, Adequate Facilities Fund which is on page 26 of the packet. Director Weber reported revenue has gone up but account 91110 General Administration Projects which includes the architecture fees for the maintenance building had to be paid. There were no lights. The 131 fund, Highway Department which is on page 27 of the packet, Director Weber reported she was informed by the Highway Department about account 46410 the bridge program, and the County had put \$189,383.35 of state aid into that bridge program and there will be a journal entry next month. If the money is taken out of the 46410 it will bring that down to \$14,000.00. It will bring up 46420 state aid program to \$189,000.00. Account 49700 insurance recovery, Director Weber reported last year and this year was the exact same amount of money. There were no lights. The 151 Debt Service, Director Weber reported everything looked normal and where it is supposed to be. Commissioner Sumners stated the debt summary that was sent out via e-mail had a line item for the Justice Center and Commissioner Sumners wanted to know what that was for. Director Weber stated that was before her time here and Director Weber believes that amount was \$3,640,000.00. Attorney Murphy stated there were several items that were lumped in together. Attorney Murphy stated that architecture fees were \$900,000.00. Chairman Harris asked Director Weber to send out a breakdown on what the \$3,640,000.00 was spent for. Director Weber stated she would check on it and let the commissioners know. Commissioner Kuzawinski asked Director Weber how many pennies it will free up on the debt. Director Weber replied that it was 14 cents. Director Weber stated the way it is written on the budget office's report is .1458. Commissioner Kuzawinski asked if it

would free up the debt for budget year 2016/2017 or 2017/2018. Director Weber stated it would be 2016/2017. Director Weber stated that actually April 1, 2017 the County would be making the final principal and interest payment. Director Weber stated it would be for the entire \$6,675,000.00 note. Director Weber stated everything has to be paid all at once. Chairman Harris asked if this was the Region's note and Director Weber replied yes. Chairman Harris asked if a portion could be paid or if the County wanted to restructure. Director Weber stated "The entire portion has to be paid. You cannot pay off just a piece of the loan." Commissioner Kuzawinski asked if that note had all of the jail debt on it. Director Weber replied that's all that she knew of. Commissioner Kuzawinski stated he understood according to the private act that once the jail is paid off, the wheel tax which was supposed to go towards the jail debt and if there is no longer any jail debt, the wheel tax is supposed to be allocated towards operating expenses. Attorney Murphy stated that was a correct statement however, an allocation was done by CTAS and that private act was amended to change the operating cost of the highway department. There is an analysis of how much debt there is for the Sheriff's Department and it goes out a long way, because of the new addition of the jail. Commissioner Kuzawinski asked what kind of impact it will have if now the wheel tax can be allocated towards operating expenses. Chairman Harris stated what Commissioner Kuzawinski is taking into consideration is that once the debt or note is retired in 2017 plus the additional that will be freed up from the wheel tax, he is trying to determine out how many pennies will be freed up to possibly be reallocated. Director Weber stated she would look at it and do a calculation. Director Weber stated she would do research and see if the money can be moved over to the 101 fund for the jail. Commissioner Cook stated the commissioners would like to know how many pennies and how much the total jail debt was for. Commissioner Cook stated to have the information on the spread sheet and have the information separated. The 189 fund is on page 29 of the packet. Purchasing Agent Buddy Harlan stated that hopefully by the end of the month the remainder of the Sheriff's vehicles will be on order. The Purchase Order for the buses was issued yesterday. There were no lights. Fund 207 Solid Waste, account 55754 landfill operations and maintenance, Director Weber stated it looks a little high but that is because of the wheel loader, which was \$178,584.00. Director Weber reported depreciation which is non cash has increased and it is probably due to the fact there is new equipment out there. The Trustees commission fees have gone up. Chairman Harris stated the depreciation on account 55754 and the landfill is operating at 80% of what was budgeted in the account and Chairman Harris stated he is concerned that the budgeted amount could go over. Director Weber stated the \$178,584.00 is an open PO and it has not been spent yet. Doug Lukonen reminded Director Weber there are \$630,000.00 worth of open PO's. Commissioner Stephenson asked about the Trustees commission fees and asked if all the money is returned. Steve Konz stated the Trustees commission fees goes to the 101 fund. Steve Konz stated everything goes through the Budget office. Director Weber stated it is in the cash report. On page 41 of the packet there is one column for the Commissioner transfers. Commissioner Cook would like to see if the Mayor and Mike Sweeney could get together and do an analysis to see what it would cost to privatize Solid Waste. Chairman Harris stated they would follow up on that because it is one of the goals at Strategic Planning. There were no lights. The 261 Fund, Central Maintenance, Director Weber stated it looks good. There

were no lights. Director Weber moved on to Page 32 of the packet and Director Weber stated these are good indicators for seeing where the County is at during the year. There were no lights.

- D. Cash Report-Budget Director Weber submitted the Cash report. (See Attached) Director Weber reported that under adjustments there is \$75.00 which is due to a bounced check from Parks. The transfer in adjustment of \$2,671.00 is because of some insurance refunds. There was an adjustment taking it out of 101 and putting it back into 131. Director Weber stated the next to last column on the cash report is Commissioner Transfers. Commissioner Sumners asked if this report does not reflect the \$800,000.00 from adequate facilities to the Highway Department. Doug Lukonen stated it is under the revenue expense report which is under 125 fund. Doug Lukonen stated they have already opened a PO for \$430,000.00. Doug Lukonen stated in regards to the expense in the budget it is ready to go. Commissioner Burkhalter asked when the schools anticipate asking for the money that the County is holding for the schools. The schools stated it would probably be around March. There were no lights.
- E. Payroll-Overtime, Holiday, Excess Pay and Comp Time Report. Budget Director Weber submitted the reports. (See Attached). Director Weber stated she is happy to announce that overtime is down and so is the liability for comp time. Director Weber stated the Sheriff's Department went down. Chairman Harris asked Director Weber if she knew what excess holiday is. Director Weber stated she did not have time to research that but she will get that information. There were no lights. Director Weber reported on the Comp Time Report and Director Weber reported it is down. There were no lights.

## **VIII. PURCHASING:**

- A. Completed Bids- (See Attachment) Purchasing Agent Buddy Harlan submitted the Completed Bid reports. The completed bid schedule is on pages 44 and 45 of the packet. There were no lights.
- B. Schedule Bid Opening-Purchasing (See Attachment) Purchasing Agent Buddy Harlan submitted the Schedule Bid Opening-Purchasing. The schedule bid opening-purchasing begins on page 46 of the packet. Commissioner Burkhalter asked Purchasing Agent Buddy Harlan on RFP's and what that stands for and Purchasing Agent Buddy Harlan stated that stands for Request for Proposal and Commissioner Burkhalter stated he noticed an RFP for Human Resources on the insurance and also on Solid Waste. Commissioner Burkhalter asked when Purchasing Agent Harlan writes an RFP for Solid Waste or any other department does he get in contact with the department head or Mayor Norman. Commissioner Burkhalter was wondering how he wrote the RFP. Purchasing Agent Harlan stated he usually looks at the prior RFP and looks to see if anything would negate that from being an outline to start with and if that is something that needs to be trashed, he will start over. Purchasing Agent Harlan will take the document whether it is revised or older and he gets with the department head



and the purpose for the RFP and what parameters the department head is trying to address. Once Purchasing Agent Harlan gets the department heads approval then it is submitted out. Commissioner Burkhalter stated if it was Solid Waste that Purchasing Agent Harlan would get with Mike Sweeney and take the old existing RFP and ask Mr. Sweeney if this would work for him now and if Mr. Sweeney would like any changes they would be made to the RFP. Purchasing Agent Harlan stated sometimes all you have to do is change a date on the RFP and there are other times when reconfiguration of what the department head is asking for. Purchasing Agent Harlan stated he goes over the RFP with the department head before the RFP is issued. Commissioner Stephenson asked if there had ever been any consideration to leasing copy machines so that you have a contract when they break down the company can repair it and if they can't repair it they will bring a new machine. Purchasing Agent Harlan stated with some of the State offices like the County Clerk or the Circuit Court Clerk the State tells them who they can use and how to go about it. He stated sometimes it involves a lease. Purchasing Agent Harlan stated they look at all options for the department and see what is in the best interest of that department and the amount of money that is available. Purchasing Agent Harlan stated it is looked at in every individual situation.

- C. Gov-Deals (See Attachment). Purchasing Agent Buddy Harlan submitted the Gov-Deals. Purchasing Agent Harlan stated there is a small amount of items on the Gov. Deals for this month but next month there will a few more on the report. There were no lights.
- D. Capital Expenditures Report (See Attachment) Purchasing Agent Buddy Harlan submitted the Capital Expenditure Report. Purchasing Agent Harlan wanted to bring a couple of items to the committee's attention. The vehicles for the Assessor and County Buildings are in and the vehicle for the Assessor was delivered after Purchasing Agent Harlan had sent his report to Doug Lukonen for inclusion so that is a hard figure. The Purchase Orders were issued for the buses yesterday and one vehicle was ordered for the Sheriff's Department and Purchasing Agent Harlan had talked with Lt. Fautt yesterday and they are close to requesting PO's for the remainder of the vehicles. That purchasing process should be on the way before next month's meeting. Chairman Harris asked Purchasing Agent Harlan if that was an open PO. Commissioner Previti asked where the money in the amount of \$60,000.00 is at for Kids Kingdom from Kiwanis. Purchasing Agent Harlan stated it had not come through this document yet. Purchasing Agent Harlan stated the Purchasing Department issued a PO for that today and the check was put in this week. Purchasing Agent Harlan stated he tries to do his reports at the beginning of the month. The \$60,000.00 should be reflected in next month's report. Commissioner Cook stated she understood from the Capital Expense Report that the County purchased a new leachate tank instead of repairing the old leachate tank. Purchasing Agent Harlan agreed that a new leachate tank was purchased instead of repaired. There were no lights.

**IX. DELEGATIONS:** Mr. Whatley spoke on the mechanical fee. The adequate facilities tax according to the real estate people he has talked to has killed the homebuilding business. The

building inspectors have to come out anyway, and he doesn't see why it would cost any more money if the builder was required to give the paperwork on the air conditioner or the statement from the supplier if the number of tons per square foot was proper. Mr. Whatley stated he didn't believe you could police the units that people are changing out in houses. Mr. Whatley stated when the commission does the upcoming budget Maury County needs to understand that 20% of people in Maury County are unemployed. The average salary is way lower than Maury County. He stated we need to think about that on the salaries that Maury County pays people. Mr. Whatley appreciated the fact that the budget have a 5% cut in it.

**X. RESOLUTIONS:**

- A. Resolution. No. 02-15-20-**Resolution Accepting the 2014 Emergency Management Performance Grant. Commissioner Kuzawinski made a motion to approve. Seconded by Commissioner Cook. There were no lights. All in favor. Motion approved.
- B. Resolution. No. 02-15-21-**Resolution Approving Emergency Management Grant for 2015. Commissioner Cook made a motion to approve. Seconded by Commissioner Kuzawinski. There were no lights. All in favor. Motion approved.
- C. Resolution No. 02-15-22** Resolution Approving the Emergency Management Department Hazardous Materials Emergency Planning Grant. County Attorney Daniel Murphy stated this resolution has been changed a little bit. Since it came out of committee there is some clarification. The grant is for \$7,200.00 and that is actually the amount of federal funds the county is receiving. The grant is actually \$9,000.00 with a local match of \$1,800.00. The matched funds are already in the Emergency Management's budget and the budget accounts are amended accordingly. Commissioner Cooks made a motion to approve. Seconded by Commissioner Shackelford. There were no lights. All in favor. Motion approved.
- D. Resolution No. 02-15-23** Resolution Amending 2014/2015 Sheriff Dept. Budget Regarding Insurance Recovery On A Vehicle. Commissioner Cook made a motion to approve. Seconded by Commissioner Kuzawinski. There were no lights. All in favor. Motion approved.
- E. Resolution No. 02-15-24** Resolution Approving GHSO Grant for Sheriff's Department. Commissioner Kuzawinski made a motion to approve. Seconded by Commissioner Stephenson. There were no lights. All in favor. Motion approved.
- F. Resolution No. 02-15-25** Resolution Amending 2014/2015 Sheriff Dept. Budget Regarding Travel For National Police Week. Commissioner Shackelford made a motion to approve. Seconded by Commissioner Cook. Commissioner Kuzawinski wanted to commend the Sheriff's Dept. for doing this and for taking it out of their regular budget instead of coming and asking for additional money. There were no lights. All in favor. Motion approved.

- G. Resolution No. 02-15-26** Resolution Amending the Sheriff's Dept. Budget For Remaining 2013 Byrne Justice Assistance Grant Funds. Commissioner Shackelford made a motion to approve. Seconded by Commissioner Kuzawinski. There were no lights. All in favor. Motion approved.
- H. Resolution No. 02-15-28** Resolution Accepting Deed for Property in Falcon Crest Subdivision for Talon Drive and Approving Funding For the Construction of Talon Drive. Commissioner Stephenson made a motion to approve. Seconded by Commissioner Cook. Commissioner Stephenson stated she wanted to point out a couple of things. Commissioner Stephenson stated commissioners were provided with a packet of information from the residents of Falcon Crest Subdivision. Commissioner Stephenson stated if you read those documents you would realize what went on. She stated this scenario of happening again are slim to none. She stated the commission has looked at the existing letters of credit and they are fine and now there is an evergreen clause in place so that this can never happen again. This clause is now required to be in every letter of credit that the County now does. Commissioner Roddy asked whether or not Adequate Facilities could be used to fix this road. County Attorney Murphy stated this road was not built due to new growth. County Attorney Murphy stated he had not asked the auditors. County Attorney Murphy stated he would contact the auditors about using the Adequate Facilities. Commissioner Kuzawinski stated the only concern is about the \$75,000.00. Commissioner Kuzawinski asked Randy Williams from Talon Drive to come up and discuss the bids they had received. Mr. Williams stated he had received three bids and there were bids ranging from \$56,000.00 and one at \$57,000.00 and one at \$61,000.00. Mr. Williams stated they got the specs from Building and Zoning. Commissioner Previti stated Mr. Boshers was at the Budget Committee a month ago and can the money that was given to him in the amount of \$800,000.00, out of Adequate Facilities come out of that money that was given to Mr. Boshers. County Attorney Daniel Murphy stated the money that is in the Highway Department Fund can only be used on County roads. Attorney Murphy stated this has not been yet been accepted as a county road. Attorney Murphy stated this is why it has to come out of the 101 fund. Once the road has been accepted by road standards and only then can it be accepted as a county road and Mr. Boshers can actually go on and make repairs. Attorney Murphy stated from a legal standpoint it is not a county road and that is the reason why 101 funds are being used to do this. The only other potential possibility would be Capital Projects Fund and it does not have a fund balance large enough to do this project. Commissioner Sumners asked Attorney Murphy if there was a way to loan money from one fund to another. Attorney Murphy stated from a practical stand point this wouldn't work. Attorney Murphy stated the County would have to go to the Comptroller's office and get that approved. Commissioner Sumners stated he thought the figure of \$75,000.00 could be lowered. Commissioner Ronnie Attkisson stated he has a problem with the expense of bringing this road up to county standards. Commissioner Ronnie Attkisson stated the foreclosure was announced by First Farmers the lender. Commissioner Ronnie Attkisson stated the County has policies in place for taking these roads that are in development. Commissioner Shackelford asked Attorney Murphy if Building and Zoning Department had an engineering firm on contract with the County. Attorney Murphy stated the way it is now, when a developer comes into Maury County or they do a subdivision part of the

process is to have the firm, which is Colliers out of Franklin, TN. Which is an engineering firm that is actually contracted with and makes sure that roads are being built to standards. Attorney Murphy stated he thought the bids would be bigger since the engineering fees were probably not taken into consideration. Commissioner Shackelford asked Attorney Murphy since the engineers were paid \$2,400.00 a month would that give the County the opportunity to ask the engineers to write the specs on the road or would they have to do testing. Attorney Murphy stated the base materials have changed and he was not sure what kind of damage has occurred. Commissioner Shackelford stated he thinks the engineers could help with drawings and also help on the price. Purchasing Agent Buddy Harlan will be the one to get this together and the County Engineer, who is not part of Colliers. He will know how Talon Drive needs to be built. Commissioner Parker had a question for Attorney Murphy and asked him if the road may have to be milled. Attorney Murphy stated there is a portion of the road that is in bad shape. They were concerned about the base material that was there. Commissioner Parker asked if \$75,000.00 doesn't cover it then where do they go from there. Attorney Murphy stated it would go back to the Safety Committee. Commissioner Parker asked Randy Williams if their bids include milling. Mr. Williams stated they got a letter with the specs from the County showing what they are looking for. The bids he received were based on letters with specs from the County Engineer. There were no lights. All in favor. Motion approved.

- I. **Resolution 02-15-29** Resolution Amending 2014/2015 School General Purpose Budget. Commissioner Shackelford made a motion to consider all of these as one. Seconded by Commissioner Cook. There were no lights. All in favor. Motion approved.
- J. **Resolution 02-15-31** Resolution Approving Mechanical Permit Fees Charged By the Building and Zoning Office. Commissioner Parker made a motion. Seconded by Commissioner Cook. Commissioner Stephenson stated that she did not feel that it was right the vendors pass this along because this would be a County fee. Commissioner Stephenson did not think it was right for the vendor to be expected to pass this on to the homeowner because it is not a vendor's fee it is a county fee. Commissioner Stephenson does not see this fee as enforceable. Commissioner Stephenson thinks this is a fee that is not enforceable. She stated she was not in favor of this resolution. Commissioner Cook stated this is not good for the consumer or the people of Maury County. Commissioner Cook stated she will not support this resolution. Commissioner Potts asked if the City of Columbia, Mt. Pleasant and Spring Hill would be included in this. Attorney Murphy stated this would be for what is outside of the city limits. Commissioner Potts asked if the City of Columbia is following this permit schedule. Attorney Murphy stated the City is charging a fee and he is not sure if it is this particular fee or not. Attorney Murphy stated there is no repercussions but from physical standpoint the County is required to go out and inspect those items and it does cost the county money. Commissioner Potts stated he would have to vote against this resolution. Chairman Harris stated he talked with Mark Tosh today and Building and Zoning is in the process of getting a breakdown of a comparison of surrounding counties. Chairman Harris stated he has taken a 2,000 square foot residence, with a two car garage and he is comparing to what Maury County is and the City of Columbia and the City of Spring Hill and Williamson County and Thompson

Station and there are more to come. The permit for a house in Maury County is \$502.00 that is just the permit and it does not include adequate facilities tax or septic permit. The City of Columbia is \$987.00. The City of Spring Hill is \$730.00, Williamson County is \$999.00 and Thompson Station is \$855.00. Chairman Harris stated it looks like Maury County's fees are in line or slightly lower. Commissioner Burkhalter stated the county can charge this fee to people that are using it or the County can pass it on to every taxpayer in Maury County. Commissioner Burkhalter stated the State has mandated Maury County does do it. Commissioner Burkhalter stated it has detoured growth in Williamson County. Maury County is basing their valuation at \$40.00 per square foot. That was set in 1995. Commissioner Burkhalter stated that right now Mr. Tosh's permit side of his office should take in 75% of his revenues, right now they are taking in 50 to 60%. Commissioner Previti stated the policing powers is not fully understood yet. Commissioner Wolaver stated the Maury County taxpayers should not be responsible for the building permits and the fees associated with building and mechanical repairs. Commissioner Wolaver stated he talked briefly with Mr. Tosh and Mr. Tosh's department is going to have to have more people do the inspections. Commissioner Wolaver stated it is not fair for the state to send mandates and not fund them. Commissioner Whiteside asked if Mr. Tosh's office would get the numbers for mechanical fees for other counties. Chairman Harris stated Mr. Tosh is working on getting those numbers for the commission. Commissioner Whiteside stated the commissioners should call the state and the state representatives and complain. Commissioner Whiteside stated she is not in favor especially if the fee is \$25.00. Commissioner Sumners stated he believed the code was passed in September, 2013. Commissioner Sumners asked Attorney Murphy if they were already making inspections. The County has not started doing the inspections. They are waiting to see what the County is going to do about the fees. Mayor Norman stated that Mr. Tosh has just now started doing this work, and he is waiting until he gets all the fees straightened out. Mayor Norman stated a better decision can be made once all the information is in from other counties. Commissioner Stephenson asked if Mr. Tosh has someone that can inspect HVAC and she understood that Mr. Tosh was licensed and she wondered if anyone else on his staff was licensed. Commissioner Stephenson stated she does not see how the enforcement on this permit takes place. Commissioner Potts stated he thinks they should put this resolution off and look at some of the other counties fees. Commissioner Shackelford stated the citizens are already funding the Building and Zoning Department. Commissioner Shackelford stated Building and Zoning is not carrying it's on weight revenue wise. Commissioner Kuzawinski asked when the codes were passed. Attorney Murphy stated the codes were updated in March, 2013. Attorney Murphy stated the Counties have to do this things because the state gets complaints once the houses are built and if they are substandard. The mechanical codes is a new component to what the County has been doing in the past. Commissioner Evans stated he sat on the Spring Hill zoning board for ten years and he feels like there were probably a lot of complaints from homeowners at the state level. Commissioner Evans stated he would like to see this resolution postponed for one month until they get the information they need. There were no lights. Commissioner Parker withdrew his motion and Commissioner Cook withdrew her second. Commissioner Shackelford made a motion to bring this resolution to the floor for discussion. Seconded by Commissioner Parker. Commissioner Shackelford made a



motion for an amendment for postponement of one month. Seconded by Commissioner Parker. Commissioner Sumners asked if this amendment passes to postpone, does this go back to the administration committee. Attorney Murphy stated he believes you can postpone Resolution 02-15-31 to the March meeting or the budget committee can refer it back to the Administration committee. There were no lights. Chairman Harris called for the vote on the amendment to postpone this resolution and send it back to next month's budget committee where Mr. Tosh will be providing additional information. Chairman Harris called for the vote. Commissioner Harris took roll call vote. Commissioner Stephenson abstained, Commissioner Cook abstained, Commissioner Parker aye, Commissioner Kuzawinski no, Chairman Harris aye, Commissioner Shackelford aye. The amendment fails. Chairman Harris brought back the original resolution that was brought to the floor as presented. Chairman Harris took a roll call vote. Commissioner Stephenson aye, Commissioner Cook no, Commissioner Parker aye, Commissioner Kuzawinski no, Chairman Harris aye, Commissioner Shackelford no. The motion fails 3 to 3.

**K. Resolution No. 02-15-32** Resolution Accepting Donation for Maury County Archives. Commissioner Stephenson made a motion to approve. Seconded by Commissioner Cook. There were no lights. All in favor, Motion approved.

**L. Resolution No. 02-15-33** Resolution Amending Maury County Archives 2014/2015 Budget. Commissioner Cook made a motion to approve. Seconded by Commissioner Stephenson. There were no lights. All in favor, Motion approved.

**M. Resolution No. 02-15-34** Resolution Amending 2014-2015 County General Fund Budget for Health Dept. Commissioner Shackelford made a motion to approve. Seconded by Commissioner Cook. There were no lights. All in favor, Motion approved.

**N. Resolution No. 02-15-35** Resolution Amending Maury County General Fund 2014/2015 Budget. Attorney Murphy stated these are clean up budget amendments. Commissioner Parker made a motion to approve. Seconded by Commissioner Shackelford. Commissioner Shackelford asked if this was increasing the department's bottom line budget of what the commission had given these departments already. Attorney Murphy stated the two departments that are the fund balance is for the Health Dept. for \$12.00 and the County Mayor for \$4,386.00 fund balance. Commissioner Shackelford stated that he saw some for longevity pay. Director Weber stated the longevity was in her department. . She had someone from the library who is now the new secretary for the Budget office, so they did not know at the time the budget office would be paying the secretary's longevity. Director Weber stated the County Mayor had a small budget and he had to use overtime this year that was not budgeted and this will help with his budget line item. Commissioner Parker stated he feels it should be supported and thanked Director Weber for bringing these items in an orderly fashion. Commissioner Stephenson asked about the \$4,500.00 for the overtime in County Building. Attorney Murphy stated Ronnie Bates with Maintenance Department took money out of the natural gas line item and paid the overtime with that. Chairman Harris stated the overall budget is increasing with the

\$4,386.00 and \$12.00 total. Commissioner Shackelford stated that every other department is within their budget. There were no lights. All in favor, Motion approved.

**O. Resolution No. 02-15-36** Resolution Amending Maury County Central Maintenance 2014-2015 Budget. Attorney Murphy stated this is a cleanup amendment. Commissioner Shackelford made a motion to approve. Seconded by Commissioner Kuzawinski. There were no lights. All in favor, Motion approved.

**P. Resolution No. 02-15-37** this resolution was brought up in new business.

**Q. Resolution No. 02-15-38** Resolution approves the application for Home Funds Through The Tennessee Housing Development Agency. Attorney Murphy stated this has to be passed this month because it has to go to the State by March 6, 2015. It came from South Central Development. Attorney Murphy stated one of these was done in 2010 if the county is granted this it will come back to the commission for acceptance and along with the acceptance the county will have to pass policies and procedures on how they administer their funds. Attorney Murphy believes this a four year grant. Commissioner Shackelford made a motion to approve. Seconded by Commissioner Kuzawinski. Commissioner Shackelford asked Attorney Murphy who would disburse the funds. Attorney Murphy stated it would be through the South Central Development Agency they are the ones that handle that. Commissioner Stephenson stated the county would have guidelines to follow. Attorney Murphy stated the County would do that in a separate resolution if the County gets the \$500,000.00. Attorney Murphy stated this is to apply for it. Attorney Murphy stated if it is granted then a resolution and a budget amendment will be done. There were no lights. All in favor. Motion approved.

## **XI. New Business.**

**A. Solid Waste Disposal Bid Materials-** This item was moved up due to **Resolution 02-15-37**, Resolution Approving Requests For Proposal and Multi-Year Contracts for Solid Waste Disposal Services for Maury County. Purchasing Agent Buddy Harlan stated in March of 2005 the County issued their last or most recent RFP for Solid Waste disposal. This is basically transporting garbage to a landfill. It was a ten year contract and it was amended once in the course of the life of the contract for the benefit of the County to help out the vendor. The County got a little extra money from them and they extended our per ton price for a while. . The overall contract expires June 30, 2015. Purchasing Agent Harlan stated using the same calendar that was used in March of 2005 this needs to go out for bid again in March, 2015 for consideration and contract negotiations to bring back to the commission for approval. Purchasing Agent Harlan stated he cannot obligate funds beyond one fiscal cycle without prior commission approval. Purchasing Agent Harlan stated this is the document he had discussed with Commissioner Burkhalter and covering the bases with the Solid Waste Department. Purchasing Agent Harlan stated he had to have commission approval before he can issue it with a renewal clause. Doug Lukonen stated the materials for this is under the resolution and the resolution is to act on this. Doug Lukonen stated the resolution for this begins on page 90 of the packet and the attached supporting documents are pages 91-104. Commissioner Shackelford asked if this was to just bid this out and Purchasing Agent Harlan stated that yes it was for

permission from the commission to bid this out and in this format. Commissioner Shackelford stated after the bidding process is completed asked if this would be brought back to the commission for the final approval and Purchasing Agent Harlan replied yes. Commissioner Shackelford made a motion to approve this resolution. Seconded by Commissioner Cook. Commissioner Sumners stated to Purchasing Agent Buddy Harlan that he understood that Purchasing Agent Harlan would be discussing with the winning bidder about contract negotiations. Commissioner Sumners stated he would urge him not to change the term of the contract. Purchasing Agent Harlan stated he does not change anything and Commissioner Sumners stated that it is a good way for the County to get out of something. Purchasing Agent Harlan stated when the opening of the bid is conducted he may announce an apparent low bidder or he may just say due to the nature of the bid or request he will receipt them in. The apparent low bidder may not be the successful bidder. The company who submits their contract is run by the County Attorney before it comes to the Budget Committee to make sure that it protects Maury County. Commissioner Burkhalter asked if this is the same format that was used the last time to bid this out. Purchasing Agent Harlan stated that it is very close and there was a little tweak in some of the verbiage. Commissioner Burkhalter asked Purchasing Agent Harlan how many bidders did he anticipate. Purchasing Agent Harlan replied three maybe four. Purchasing Agent Harlan stated the problem with this is there are not that many companies that do this. Commissioner Burkhalter asked if he remembered how many bids did they receive in 2005. Purchasing Agent Harlan stated he believes it was three. Commissioner Shackelford asked if the garbage that Maury County is allowing them to transport, are they using a vehicle with an open flat bed with walls with a cover on it. Purchasing Agent Harlan stated he believes they are using tractor trailer trucks with a mesh like tarp. Commissioner Shackelford asked if they were doing any separation of garbage. Commissioner Shackelford stated he was thinking from a bulk standpoint and if the garbage was compacted they would have less trucks that would carry the same amount of tonnage. Purchasing Agent Harlan stated if you pack your garbage the tonnage is going to be heavier. There were no lights. All in favor. Motion Approved. Purchasing Agent Harlan stated he will have in the future three more that will come up that will require commission approval.

## **XII Old Business**

- XIII. Chairman's Directives:** Chairman Harris stated he would like to thank the committee for voting for him as Chairman of the Budget Committee. Chairman Harris stated he would like to acknowledge Commissioner Wolaver and Commissioner Kuzawinski had made a change on committees. Chairman Harris stated the budget is coming up and Director Weber has already began working on that. Chairman Harris asked Director Weber to submit budgets with a 3% cut, 5% cut and a wish list. Chairman Harris stated everyone is going to have to give and take a little on the budget. Chairman Harris stated the County is going to have to find ways to fund projects. Chairman Harris stated he asked Director Weber to present a balanced budget this year. Chairman Harris stated that last year there were seven sessions to work on the budget and he has asked for it to be cut down to five sessions. Chairman Harris stated he had asked Director Weber to submit a budget to the committee seven days prior to that first budget meeting. There

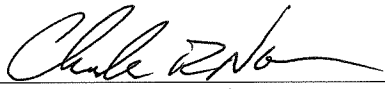
will not be any budget sessions in March. There will be a calendar of events sent out for those sessions. The first meeting is April 6 so he has asked for Director Weber to have the budget presented at least seven days prior to that meeting. Chairman Harris also acknowledged that Commissioner Parker had substituted on budget committee with Commissioner Burkhalter.

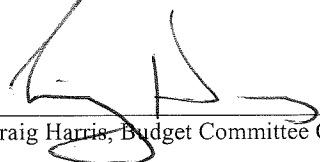
**XIV. Announcements:**

- A. County Commission Regular Meeting, Tuesday, February 17, 2015 at 6:30 P.M. Tom Primm County Commission Room, Hunter-Matthews Complex.
- B. Pledge and Prayer Responsibility for the January 2015 Full Commission Meeting will be provided by District 8 Commissioner Debbie Turner and Commissioner Terry Potts.
- C. Commissioner Shackelford stated that City Manager Tony Massey wanted Commissioner Shackelford to invite each commissioner to the open house that they are going to have on Thursday. He would like to see a good showing from the commission. The open house is Thursday February 12, 2015 at 4:30 p.m. -7:00 p.m.
- D. Attorney Murphy stated there is a public hearing at 6:00 p.m. for the zoning resolution which is dealing with dog kennels and this is prior to the county commission meeting on Tuesday, February 17, 2015.

**XIV. Adjournment:**

Motion was made to adjourn at approximately 7:45 p.m.

APPROVED   
Charlie Norman, Jr., County Mayor

SIGNED   
Craig Harris, Budget Committee Chairman

